

**MINUTES OF THE TAYLORSVILLE-BENNION
IMPROVEMENT DISTRICT BOARD MEETING HELD MAY 21, 2014**

The regular monthly meeting of the Board of Trustees of the Taylorsville-Bennion Improvement District was held at 3:00 p.m. Wednesday, May 21, 2014 at the District office. Present were Trustees Behunin, Swensen and Russell. Also present were General Manager, Keith Lord; Assistant General Manager, Kevin Fenn; Attorney, Bill Gibbs; Engineer, Paul Hirst; Controller, Mark Chalk; Secretary, Tami Fullmer and employee Gaylon Duke. Also in attendance were Randy Jensen and Jeremy Jones representing Haynie & Company. The prayer was offered by Trustee Behunin.

Public Comments No public was in attendance.

Employee Service Award Presentation Chairman Behunin recognized Gaylon Duke, who has been employed for thirty years with the District; and Mark Chalk, who has been employed for ten years with the District. The Board congratulated both employees and presented them with a certificate acknowledging their service and dedication.

Common Consent Items Minutes Upon review and discussion of the April 16, 2014 Board Minutes the following motion was made by Trustee Russell seconded by Trustee Swensen:

RESOLVED: To approve the April, 2014 Minutes. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Monthly Calendar The General Manager discussed the June board meeting that will take place Wednesday, June 18, 2014 at 3:00 p.m. All Board members plan to attend. The General Manager invited the Board to attend two luncheons; one on Monday, June 2, 2014 to honor Gaylon Duke, who has been employed with the District for thirty years; and a second luncheon for himself, who has also been employed with the District for thirty years, that will be held on Monday, June 23, 2014. Many of the Board members plan to attend both luncheons. Trustee Russell noted that he will need to be excused from the July Board meeting.

Trustee's Expense Report The General Manager reviewed the Trustee Expense Report and explained that the enclosed forms were for the Trustee's review.

Financial Report Presentation of the 2014 Audit – Haynie & Company The Controller introduced Randy Jensen and Jeremy Jones, representing Haynie & Company. Mr. Jensen presented the 2013 Audit for the District included in the Board Book. He reported that the audit was conducted in accordance with Federal Government Auditing Standards. He explained that the District demonstrated good budgeting and excellent management practices as outlined by the Federal Government, is in compliance with all general requirements and that the District demonstrates very good accounting practices. The auditors stated they were able to offer a clean and commendable report. After a discussion with the Board the following motion was made by Trustee Swensen seconded by Trustee Russell:

RESOLVED: To accept and approve the auditor's report from Haynie & Company as complete and accurate. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Financial Report **Accounts Payable** Discussed: construction/operation and maintenance vouchers 28327 – 28474 for a total of 148 vouchers, with a dollar amount of \$512,570.29; payroll vouchers 2014194 – 2014221 and 2014222 – 2014249 for a total of 56 vouchers with a dollar amount of \$150,868.54. The General Manager referred the Board to voucher #28410 and corrected the description explaining that software for MS Windows 7 was purchased. After a discussion the following motion was made by Trustee Russell seconded by Trustee Swensen:

RESOLVED: To approve the Accounts Payable report included in the Board Book. The motion was passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Financials Report The Controller reviewed the monthly financial report. Documents regarding the financial position of the District were reviewed and discussed. After a thorough review the reports were directed to be appended to the minutes.

Consider approval of certification of delinquent accounts to Salt Lake County Treasurer The Controller presented the certifications for the month of May, 2014. After discussion the following motion was made by Trustee Swensen seconded by Trustee Russell:

RESOLVED: To approve the certification amount of \$31,259.81. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Manager's Report **Jordan Valley Grant Proposal Draft** The General Manager discussed the status of the grant proposal with Jordan Valley. He, Mr. Fenn and the Engineer have met with Jordan Valley at the site and a second time at the District office to discuss the proposal. Jordan Valley representatives are supportive of the District's conceptual plan and made additional recommendations. The District wants to abide by the guidelines provided by Jordan Valley as well as create a site that will be attractive to the community. The Engineer discussed the objectives of, 1) a need for improvement on Bennion Boulevard and plants that can endure the salt in the winter; 2) plant vegetation that can maintain itself on the extreme slopes; and 3) reduce the grass area by 30% throughout the High Zone and Low Zone area. The General Manager then suggested the Board look at various options to develop the landscaping. The District can then decide to go with the grant proposal and use Jordan Valley's guidelines, or can decide to make improvements at a slower pace. He recommended that the Board look at a modified plan and demonstrate to the public that the District is attempting to be conservative. Trustee Behunin suggested a phased approach, where the District improves one portion at a time. After a lot of discussion, more information is needed to make the best decision. The General Manager will address this item at the June Board meeting.

Discuss Impact Fees for non-standard connections The General Manager discussed that there needs to be a fair way to calculate water on a non-standard connection. For a sprinkler meter, the District is impacted but no fee is charged at present. The concern is the water used in a large quantity at one time can affect the District's summer peak factor. A decision needs to be

made that is beneficial to the District. After much discussion the Board asked the General Manager to bring back a proposal to the June Board meeting for approval.

Legal Report The Attorney visited the Callaway Apartments with the insurance company representative. He would like to be made aware of any decisions with this lawsuit. The General Manager assured him that he would be contacted.

Operations Report **Water Usage & New Connections** Mr. Fenn reviewed and discussed the water usage report with the Board and directed the schedules to be appended to the minutes. **Projects** Mr. Fenn reported that the Standard Specifications are in progress and getting ready for District review. The CIPP/ Slip Lining project contract was awarded to Layne Inliner. The 4100 S Sewer Replacement – Grizzly Gulch Project was awarded to Nolan & Sons. There will be a meeting on the investigative and preliminary design phase of the larger portion of the 4100 S Sewer Replacement in July, 2014. The Rawson Well Rehab project is ready to be completed and waiting for the motor representatives from Texas to arrive, which should be the first of June. The Tank Lid Monitoring/ Sonar project is complete and the Engineer reported on the evaluation. The Sewer Condition Study will be done when time permits. The 3900 S Lift Station Grating/Odor Control project has been delayed and awaiting the warranty repair on the coated walls which will occur approximately the first of June. The Nelson Replacement Well project is going well and management is working on the details. The Barker-Bridgeside Waterline Project is completed and easement issues need to be resolved. The HZ and LZ Landscaping Project was discussed earlier in Board meeting. The Board thanked Mr. Fenn for his thorough report.

Engineer's Report **Consider contract award of the 4100 South Trunkline Replacement Project- Grizzly Gulch segment** The Engineer reported that the District received four bids on the Grizzly Gulch portion of the Trunkline Replacement Project. The Engineer explained that the lowest bid was non-responsive and that he and District Management are recommending that Nolan & Sons be awarded the bid in the amount of \$191,275. After discussion the following motion was made by Trustee Swensen seconded by Trustee Russell:

RESOLVED: To approve and award the 4100 South Trunkline Replacement Project to Nolan & Sons in the amount of \$191,275. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Consider contract award of the 2014-2015 CIPP Sewer Rehabilitation Project The Engineer explained that this project was offered to three prequalified bidders with a fixed fee and a variable scope. After review of the three bids by District management, staff and CRS Engineers, he is recommending that the CIPP Sewer Rehabilitation Project be awarded to Layne Inliner in the amount of \$730,000. After a lot of discussion the following motion was made by Trustee Russell seconded by Trustee Swensen.

RESOLVED: To approve and award the CIPP Sewer Rehabilitation Project to Layne Inliner in the amount of \$730,000. The motion passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Report finding on Tank Lid Monitoring and Evaluation Project & request for additional fees The Engineer discussed the report the Board was given for the evaluation of the tank lids. The reservoir was divided into five-foot grids in order to do the testing. By their method, the report concludes that the concrete lid has not been compromised and the cracking is minimal. There is only one percent (1%) of the lid that needs further attention. The Engineer has outlined in phase #2, which involves various options and steps to seal the lid to prevent more damage at a cost of \$12,338. After much discussion the following motion was made by Trustee Swensen seconded by Trustee Russell:

RESOLVED: To approve CRS to incorporate Phase #2, using expertise from professionals in order to find a solution and make the necessary repairs to the Middle Zone Lid at a cost of \$12,338. The motion was passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Consider award of four study updates: #1) District Ground Water Model: The objective is to add the Pioneer and Valley wells to the model and use this model to forecast future impacts of proposed new wells within the District. This model is needed to complete the Drinking Water Source Protection Plan.

#2) District Drinking Water Source Protection Plan: The objective is to evaluate and update the current plan and submit to the State Division of Drinking Water.

#3) District Conservation Plan: The objective of the Conservation Plan Update is to revisit the previous Plan, identify any changes, collect data related to the changes, make revisions and submit the final to the State.

#4) District Water Distribution System Model: The objective for the update is to allow for more precision in using the model for future projects.

The General Manager recommended all four of the studies be awarded to CRS Engineers for \$34,000. CRS is qualified, are familiar with the District's specifications and methods and have completed previous updates for the District. After discussion the following motion was made by Trustee Swensen seconded by Trustee Russell.

RESOLVED: To award the four water studies to CRS Engineers in the amount of \$34,000. The motion was passed with the following individuals voting in the affirmative: Trustees Behunin, Swensen and Russell.

Trustee Behunin was excused at 4:45 p.m.

Jordan Valley Water Conservancy District Report Trustee Swensen reported that Jordan Valley held a public meeting and it went well. Jordan Valley has some new Board Members and one Board Member is pushing for Richard Bay to have a three year contract.

Central Valley Water Reclamation Facility Report Nothing to report.

Utah Association of Special Districts Report UASD has developed some new and useful videos that are helpful in the orientation of Board members in the various entities. Zion's Bank did the financing.

Closed Meeting No closed meeting was needed.

Adjourn The following motion was made by Trustee Russell seconded by Trustee Swensen:

RESOLVED: To adjourn the May 2014 Board Meeting. The time was 5:00 p.m. The motion passed with the following individuals voting in the affirmative: Trustees Swensen and Russell.

Action Items